

We have agreed to ground rules with the University and have secured the opportunity for up to 18 UCPEA members in good standing to attend any given negotiation session as observers. Securing 18-member observer spots for each negotiation session is groundbreaking. Previously, negotiation sessions were behind closed doors with only members of the negotiating team present. There are very few Unions across the country who have union member observers present for contract negotiation sessions.

To be an observer, members must use accrued leave time approved by their supervisor and first manager outside of UCPEA, agree to the terms on the acknowledgment form, and submit their request to observe **no later than 3 days prior** to the session (by Wednesday for a Monday session and by Friday for a Wednesday session). Negotiation sessions are every Monday from 9 a.m. to noon and every Wednesday from 1 p.m. to 4 p.m. (March 8th to at least April 14th, or until a tentative agreement is reached). Union release time is not available to observe sessions.

How to Become an Observer:

- Request approval for time off to attend from your supervisor.
 - *If your supervisor is an UCPEA member, the approval must be sent to the first manager outside the bargaining unit for final authorization.*
- Sign the [acknowledgement form](#)
- Request to participate in a session by emailing ucpeaoffice@ucpea.org. Your request must include documentation of your time off approval and your completed [acknowledgement form](#)*. This must be done for each session you wish to observe.

*The [acknowledgement form](#) only needs to be submitted once in the first request and will remain on file and in force for the entirety of negotiations.

Observer spots are reserved on a first come, first served basis. You will be sent a virtual access link to the negotiation session for which you registered no later than 1 business day prior to the scheduled session.

Important note about being an observer:

Regular updates on the progress of negotiations will be provided to the membership. It will be important for everyone to recognize that observing a session provides a window into the process, a “snapshot” in time of what is a long and dynamic process. There may not always be larger context to the discussions/dynamics that are occurring at any given time.

Members will be able to observe in caucuses with the negotiating team and **may** be asked by the committee to provide input on specific issues.

Members observing each negotiation session will be able to briefly engage with the Negotiation Committee after each negotiation session using lunchtime/after work hours (Mondays at 12:15 p.m., Wednesdays at 4:15 p.m.) to debrief with the team.